

California Student Aid Commission

**2018
Regional
Training**





Welcome!



○ Institutional Eligibility

○ Cal Grant Overview

○ CA Dream Act

○ Payments

○ Navigating WebGrants

○ Reconciliation

○ Projects and Resources

Making education beyond high school financially accessible to all Californians.



Take Note



= New slides



= Common Audit Findings



= Common questions received

California Student Aid Commission

**Institution
Eligibility**





Participation Requirements

Three types of colleges/universities

- California public postsecondary educational institution
- Nonprofit institution headquartered and operating in California
- California private or independent postsecondary education institutions



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Participation Requirements

California private or independent postsecondary education institutions

Participating in Pell Grant +2 of the following federal
student aid programs

- *Federal Work Study Program (FWS)*
- *Federal Direct Loan Program*
- *Federal Supplemental Educational Opportunity Grant Program (FSEOG)*



Participation Requirements

Federal student loan borrowers rate 40% or above

Three-Year Cohort Default Rate less than 15.5%

The cohort default rate measures the ratio of students who enter repayment during a cohort year and who later default on their loans.



Two-Year Graduation Rate greater than 30%

The grad rate is the percentage of full-time, first time degree seeking students who graduate in 150 percent or less of the expected time to complete degree requirements

**Values certified by CSAC's Research Department and are acquired from U.S. Department of Education*

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Cal Grant Institutional Participation Agreement (IPA)

- Binding contract between the college and the Commission
- Cal Grant IPA is a 4 year term
 - Current Cal Grant IPA 2017-2021
- Used for initial participation, renewal, or updates



**Eligible institutions with a valid Cal Grant IPA
are placed on the Eligible Schools List*



Change in School Status

- Contact the Commission within **10 days** if:
 - Shift in control
 - Change of school ownership
 - School closure
 - Addition/loss of additional locations in California
 - Cessation of participation in federal programs or 10% rule
 - Loss of accreditation
 - Changes in personnel of the President/Chief Executive Officer/Chancellor



Policies and Procedures

Institutions are required to create and maintain policies and procedures governing the administration and processing of Cal Grant funds.

Some Policies include:

- Payments & Disbursement Policies
- Refund Policies
- Reconciliation Policies
- Education Level Policy
- SAP Policy

KNOW THE RULES!





Policies and Procedures

- Use references such as the Federal Student Aid Handbook, Cal Grant Handbook, and the Institutional Participation Agreement to create policies
- After development of any policy and procedure, it is important to make sure to implement controls for safeguarding of the Cal Grant program
- Train new staff



California License Exam Reporting

- Schools that offer programs leading to employment for which passage of a state license exam is required
 - Must provide an access point for prospective and current students to view passage rates
 - Passage rates must be for the most recent available year
 - Passage rates must include graduates of undergrad programs
- All schools must certify compliance by submitting the Certification





Data Reporting

- Enrollment, persistence, and graduation data including aggregate information on all students
- Job placement rate and salary and wage information for each program that is either
 - designed or advertised to lead to a particular type of job or
 - advertised or promoted with a claim regarding job placement
- Deadline to submit is December 31 for the prior academic year

For more information, refer to the Grant Special Alert





Interest Remittance

- Cal Grant funds must be held in an interest bearing account, an investment account, or an equivalent account
- The financial institution must be in California whose accounts are insured by the Federal Deposit Insurance Corporation
- ANY interest accrued on undisbursed Cal Grant funds must be returned to the Commission





Interest Remittance

- Schools should utilize the same methodology used by its financial institution or investment pool to calculate interest
- Bank fees or negative interest cannot be deducted from interest
- Due March 1st for the prior calendar year
 - Example: 1/1/17 – 12/31/17 due March 1, 2018





California Equity in Higher Education Act



- Federal Equal Opportunity in Education Act (Title IX):
 - Prohibits against discrimination
 - Educational Institutions of religious organizations with contrary religious tenets.
- Requires institutions that claim exemptions under the Title IX to submit to CSAC:
 - Copies of all materials submitted to and received a state or federal agency concerning the granting of the exemption
 - Provide a basis for having the exemption





CA Education Code 67386

- To receive state funds for student financial aid:
 - Requires the governing boards to adopt a policy concerning sexual assault, domestic violence, dating violence, and stalking
- CSAC has provided all institutions and their governing boards with a certification that must be completed



Questions?

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California Student Aid Commission

Cal Grant Overview



Cal Grant Application Process

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Application Submission



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Application Deadlines

March 2nd

- Students attending any Cal Grant Eligible School can apply
- Cal Grant A, B, and C awards granted
- Entitlement and Competitive awards

September 2nd

- Only for California Community Colleges (CCC)
- Students must be *enrolled* in the CCC by Sept. 2nd to be considered
- Cal Grant A and B
- Competitive awards only



Grade Point Averages (GPAs)

- GPAs are submitted by high schools and colleges
 - High School GPA
 - Reestablished Community College GPA
 - College GPA
- SAT, ACT, GED, TASC, HiSET allowed if:
 - Student does not have a GPA
 - Coursework cannot be converted to a 4.00
 - Attended a non-accredited high school





GPA Unit Requirements

- Reestablished GPA:
 - 16 – 23 semester units
 - 24 – 35 quarter units
 - Valid for Competitive Cal Grant B only
- Regular GPA:
 - 24+ semester units
 - 36+ quarter units





GPA Submission Options

- High School GPA
 - Used for High School Entitlement awards
 - Colleges can submit HS GPA, if HS transcripts are collected and student is within 1 year of HS graduation
- 2018-19 Student Late GPA Appeal (G-17)
 - Entitlement: Deadline May 16, 2018
 - Competitive (Mar 2): Deadline March 22, 2018
 - Competitive (Sept 2): Deadline September 22, 2018





General Eligibility Requirements

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Basic Eligibility Requirements

Federal Requirements and Additional Cal Grant Requirements

*U.S. Citizen, Eligible
Non-Citizen

Meets Selective
Service

*Social Security
Number

Maintain
Satisfactory
Academic Progress

Not Earned a
Bachelor's
Degree

Not Incarcerated

Attend Cal Grant
Eligible College

GPA

*** Requirements are
supplanted by other
eligibility criteria for AB 540
students**

*California Resident

Not in Default on
Title IV Student
Loan

Enrolled at Least
Half-Time

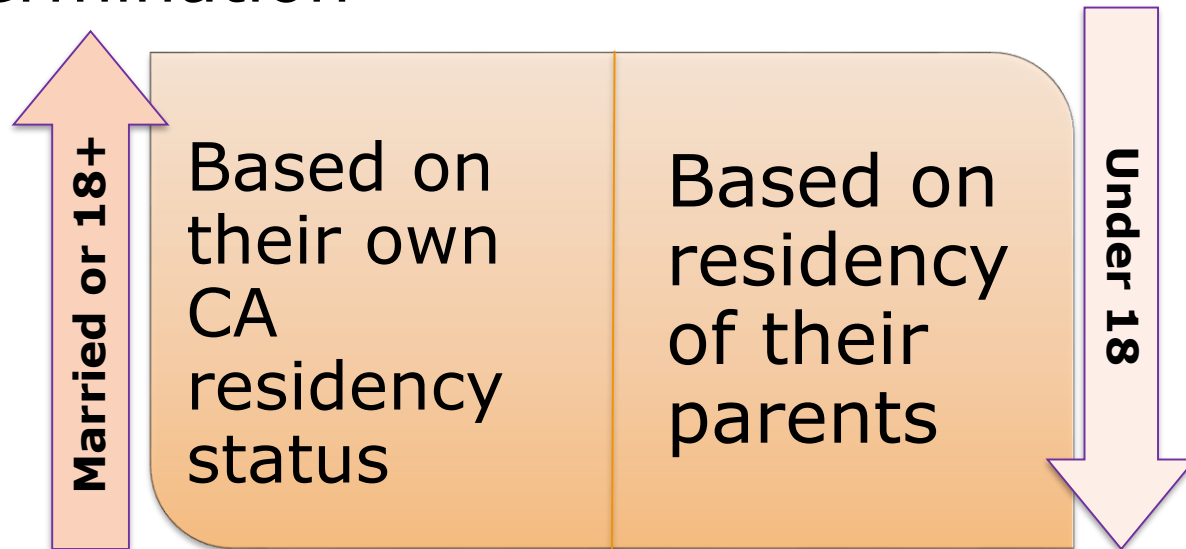
Not owe a refund of
any Title IV grant or
state grant

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California Residency

- CSAC makes initial determination based on FAFSA/CADAA
- Institutions make final residency determination

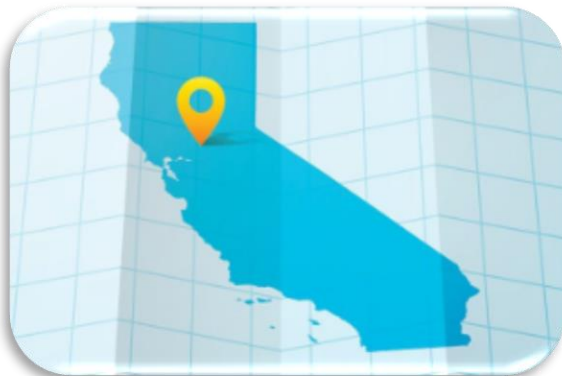


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Residency Scenario

A student who meets residency requirements mid-year:



Q: Is the student still eligible for Cal Grant in that award year?

A: Yes, post **LA** for ineligible terms prior to the determined residency date





Citizenship Requirements

- Must be a U.S citizen
- Eligible non-citizen
 - U.S Permanent Resident (I-551)
 - Conditional Permanent Resident (I-551C)
 - USCIS Arrival-Departure Record (I-94)
 - ✓ "Refugee"
 - ✓ "Asylum-Granted"
 - ✓ "Cuban-Haitian Entrant"
 - ✓ Battered Immigrant-
Qualified Alien
 - ✓ Victims of human trafficking
 - ✓ T-Visa holder
 - ✓ U-Visa holder
 - ✓ "Parolee" for at least 1 year with
intent to become U.S
citizen/Permanent Resident



Incarcerated Students

- Not eligible for Cal Grant benefits
- Can apply for Cal Grant if they will be able to accept award upon release
- Not considered incarcerated if:
 - In a half-way house
 - While on home detention
 - Sentenced to serve only weekends



Defaults/Overpayments

- To be eligible for a Cal Grant, a student must:
 - Not be in default on a Title IV student loan
 - Not owe a Title IV or state grant overpayment
- To regain eligibility, a student must:
 - Contact their financial aid office for additional information
 - Repay full amount or be making acceptable payments

Satisfactory Academic Progress

- Commission follows federal Title IV SAP requirements
- Institution's SAP policy must include these elements:
 - Qualitative component (GPA)
 - Quantitative component (Pace)
 - Maximum time-frame (150% of normal program length)
 - Incremental measurement (how often is SAP checked)
 - Appeal process
 - Procedures for re-establishing SAP eligibility
- Schools must check SAP before disbursing funds



Satisfactory Academic Progress

- Retain the following documentation:
 - Transcripts
 - SAP Letters
 - SAP Policy
- Ensure that your institution is:
 - Implementing your SAP policy
 - Monitoring students for SAP
 - Notifying students not meeting SAP





SAP Scenario

Institution's SAP Policy:

- Students must obtain a GPA of 2.0 or higher and successfully complete at least 75% of their units attempted
- SAP measurement is determined at the end of each term
- Students who do not meet SAP will be placed on Financial Aid Warning for the following semester and may receive financial aid
- Students who fail to meet SAP during the warning term will be placed on Financial Aid Suspension and will not receive financial aid





SAP Scenario

Student:

- At the end of the Fall term, obtains a cumulative GPA of 1.80
- **Based on this information, what should the institution do?**
 - Place the student on Financial Aid Warning and provide a warning letter to the student, prior to the start of the Spring term
 - Retain letter in file





SAP Scenario

Student:

- At the end of the Spring term, fails to meet SAP again.
- **What should the institution do next?**
 - Place student on Financial Aid Suspension
 - Report '**NP**' in WebGrants





Bachelor/Degree Holders

- Ineligible for Cal Grant
 - Includes: Bachelor degree holders from foreign or unaccredited schools
- Exception
 - Teaching Credential Programs



Consortium Agreements

- A contractual agreement
- Specifies which institution will have financial aid responsibility
- Allows eligibility based on total units
- Authorized under federal regulations contained in 34 CFR Section 600.9

*For more information refer to
the federal Student Financial Aid Handbook*

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Study Outside of California

- Cal Grant payments are allowed if a formal agreement exists
- Home campus must make financial aid eligibility determination
- Students should not assume eligibility
- Budgets not automatically changed



Distance Learning

- Cal Grant payments are allowed, if all of the following are true:
 - The campus providing the education is located in California
 - The student is a California resident
 - All other Cal Grant eligibility requirements are met



Financial Need Requirement

Financial Need Calculation:

$$\begin{array}{r} \text{Cost of Attendance (COA)} \\ - \text{Expected Family Contribution (EFC)} \\ \hline \text{Unmet Financial Need} \end{array}$$

Cal Grant A

Financial Need

Maximum Cal Grant A
award amount +
\$1,500

Cal Grant B

Financial Need

At least \$700

Cal Grant C

Financial Need

Maximum Cal Grant C
award amount +
\$1,500



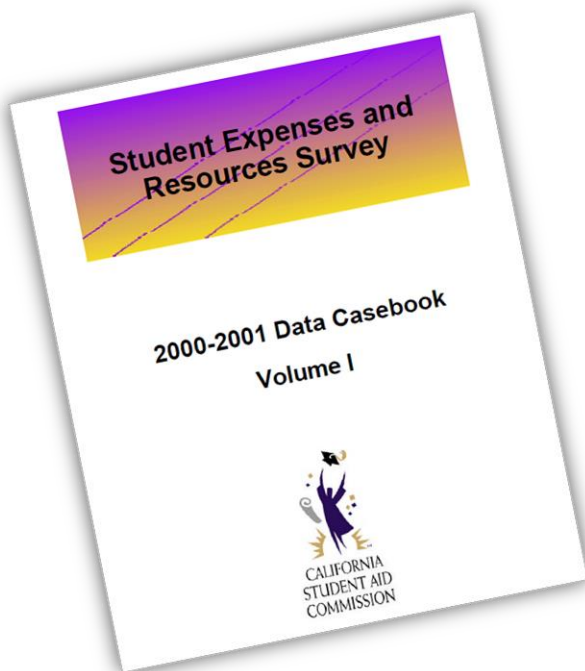
Student Expense Budget

- Adjusted annually using the California Consumer Price Indices
- Include standardized allowances for food, housing, books, supplies, transportation, and personal/miscellaneous expenses based on a nine-month academic year
- Actual campus budget information provided by the institutions on WebGrants, or on a College Cost Estimate form, will be used for Cal Grant awarding





Student Expenses and Resources Survey



- Tool to determine the costs associated with obtaining a postsecondary education in California (Education Code 69514)
- An Advisory Committee has been formed to identify the questions to be included in the survey and timeline for administering it (currently meeting regularly).
- The goal is to have survey results analyzed to develop the 2019-20 student expense budgets.





Income and Asset Requirement

2017-18 CAL GRANT PROGRAM INCOME CEILINGS

	Cal Grant A and C	Cal Grant B
Dependent students and Independent students with dependents other than a spouse		
<u>Family size:</u>		
Six or more	\$110,300	\$60,600
Five	\$102,200	\$56,100
Four	\$95,400	\$50,100
Three	\$87,800	\$45,100
Two	\$85,700	\$40,000
Independent students		
Single, no dependents	\$35,000	\$35,000
Married, no other dependents	\$40,000	\$40,000

2018-19 CAL GRANT PROGRAM INCOME CEILINGS

	Cal Grant A and C	Cal Grant B
Dependent students and Independent students with dependents other than a spouse		
<u>Family size:</u>		
Six or more	\$114,300	\$62,800
Five	\$106,000	\$58,200
Four	\$98,900	\$52,000
Three	\$91,000	\$46,700
Two	\$88,900	\$41,500
Independent students		
Single, no dependents	\$36,300	\$36,300
Married, no other dependents	\$41,500	\$41,500

2017-18 CAL GRANT PROGRAM ASSET CEILINGS

Dependent students ¹	\$73,800
Independent students	\$35,100

2018-19 CAL GRANT PROGRAM ASSET CEILINGS

Dependent students ¹	\$76,500
Independent students	\$36,400

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Income: Who and How?

- Who's Income?
 - For dependent students - Parent income only
 - For independent students – Student (and spouse) income is used
- How is it calculated?
 - Figure received directly from a sub-calculation on the ISIR called the "Total Income"
 - $\text{AGI} + \text{Untaxed Income} - \text{Exemptions to Income} = \text{TOTAL INCOME}$



Assets: Which and How?

- Asset total is the sum of:
 - 100% of reported cash, savings and checking accounts
 - 100% of net worth of investments, including real estate
 - Approximately 40% of business and farm assets per the amount from federal EFC formula tables A4 & B3
- The Asset figure is taken from a sub-calculation on the ISIR called the “Net Worth.”



Cycles and Types

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Entitlement Cycles

- Cal Grant award is guaranteed for students who meet program requirements
- 2 entitlement cycles
 - High School Entitlement Cycle
 - Transfer Entitlement Cycle
- Receive either Cal Grant A or Cal Grant B
- Deadline: March 2nd
 - FAFSA/CADAA + GPA



High School Entitlement Cycle

Requirements

- **HIGH SCHOOL GRADUATION:** *Current high school seniors or prior year high school graduates*
 - I.E. 2017-18 AY: 2016 HS grads and 2017 HS grads
 - I.E. 2018-19 AY: 2017 HS grads and 2018 HS grads

AND

- **MERIT:**
 - ❑ 3.00 H.S GPA – Cal Grant A
 - ❑ 2.00 H.S GPA – Cal Grant B
- Or if no GPA, use Test Score
- ❑ SAT, ACT, GED, TASC, HiSET



Preliminary Award Notification

- Provides preliminary Cal Grant award information
 - Lists Cal Grant maximum award amounts at all segments
- Additional information regarding how to claim the Cal Grant award

California Student Aid Commission

CALGRANT
Making college financially accessible

Cal Grant Preliminary Eligibility Notification

Date 11/13/2017
CSAC ID Number

Congratulations!

You have been awarded a preliminary Cal Grant award for the 2018-19 academic year! Governor Edmund G. Brown Jr., the Legislature and the California Student Aid Commission (CSAC) are investing in YOU because of your academic achievements and determination. Based on the information you provided to CSAC on your Free Application for Federal Student Aid (FAFSA) or California Dream Act Application (CADAA) as well as your GPA, you have been determined to be preliminarily eligible for a Cal Grant.

Cal Grant award amounts vary by the type of college you choose to attend and enrollment status. These are the current Cal Grant maximum amounts you could receive if you enroll at an eligible California campus in the following segments:

College Segment	Maximum Cal Grant Award Amount
California Community College (CCC):	\$1,672
California State University (CSU):	\$5,742*
University of California (UC):	\$12,630*
Private, Non-Profit or WASC-accredited colleges:	\$9,084*
Non-WASC accredited For-Profit Colleges:	\$4,000*

*Cal Grant B students may also receive a \$1,672 access award in addition to the amount listed above.

The Cal Grant does not require repayment and is only one part of your financial aid package. After you are admitted, the campus financial aid office will provide a full financial aid award notice. In addition to the Cal Grant, you may also be eligible for one or more of the following:

- Institutional grants or scholarships offered at public and private colleges and universities;
- California College Promise Grant;
- Other types of financial aid offered at your campus of attendance, such as private scholarships and student loans.

This is an initial Cal Grant award notification only. You must still apply for admission to the campus you plan to attend. Your college makes the final eligibility determination for Cal Grant prior to disbursing your award. For questions about final eligibility determination and disbursement dates, reach out to the financial aid office at your chosen campus.

Make California and your families proud by continuing and completing your education.

Claim your Cal Grant Award by logging onto WebGrants for Students at www.webgrants4students.org

See enclosed flyer for more information

Lupita Cortez Alcalá
Executive Director

PRIVACY STATEMENT: Cal Grant information for students who are 18 years of age or older, or who have attended a postsecondary institution, will only be released to parents or guardians with written [authorization](#) from the student.

E1PRN2 (11/17)





Claiming the Cal Grant Award

- Requirement for high school entitlement
- Confirming the school of attendance
 - Students: WebGrants for Students
 - Colleges: School change in Webgrants
- Claiming begins
 - 2018-19 Academic Year: February 2018





Transfer Entitlement Program

Program Scope: Under California Education Code Section 69436, students *transferring* from a *California Community College* to a *qualifying baccalaureate-degree granting institution*, who were not previously awarded a Cal Grant at the time of high school graduation, may receive consideration for a California Community College Transfer Entitlement award.

Requirements

- **HS GRADUATION:** graduated from a California high school or its equivalent after June 30, 2000
- **CA RESIDENCY:** was a California resident at the time of high school graduation

OR

- **HS GRADUATION:** Did not graduate from high school or the equivalent
- **CA RESIDENCY:** California resident on his/her 18th birthday

AND

- **AGE:** is under the age of 28 by December 31st of the award year
- **TRANSFER:** transfers to a qualifying baccalaureate-degree granting institution (BDGI) from a California Community college (CCC) during the award year
- **FINANCIAL:** has financial need
- **MERIT:** is academically eligible with a CCC GPA of 2.4 or higher

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Preliminary Award Notification

1. Preliminary award notice is sent to student
2. Student completes the **G-6** electronically at webgrants4students.org
3. The G-6 is processed:
 - a. **Eligible Students:** Receive a California Aid Report (CAR)/Cal Grant Award Letter
 - b. **Ineligible Students:** Processed later for a March Competitive Award

2018-19 Transfer Entitlement Cal Grant Certification Form

The California Student Aid Commission (CSAC) requires the completion of this form to verify your eligibility to receive a Transfer Entitlement Cal Grant award. Read this form carefully, then complete ALL questions, sign, date and mail to the address listed on the back of this form within 30 days of receiving this letter. Failure to return this form within 30 days will adversely impact your ability to be considered for the Transfer Entitlement Cal Grant. Please see other side for instructions. Faxed copies of this form will not be accepted.

Transfer Entitlement Program Requirements:
You have been given preliminary award consideration because CSAC received your California Community College GPA of at least 2.40. In addition to the GPA, every Transfer Entitlement Cal Grant applicant must also meet the following:

- attended and completed at least 24 semester units at a California Community College and then transfer and attend a qualifying California institution that offers a bachelor's degree for the 2018 - 19 year; AND
- graduate from a California high school (unless military orders required the student or the student's parent or guardian to be out-of-state at the time of graduation), or complete a high school graduation equivalency exam (including GED, HISET, TASC or the California High School Proficiency Exam) on or after July 1, 2000 and be a California resident at the time; OR
- if you did not graduate high school or obtain the equivalent, but were a California resident at age 18.

FAILURE TO ANSWER ALL QUESTIONS WILL DELAY PROCESSING

1. First Name	MIDDLE	Last Name	DOB	CSAC ID
2. Print month and year of your high school graduation or the equivalent; or if you did not graduate high school and did not obtain the equivalent (GED/HISET/TASC/CHSPE) please write "Did Not Graduate" and proceed to question #6: Month Year				
3. ONLY MARK THIS BOX IF you were a California resident at the time of high school graduation but graduated from a high school outside of California due to you or your parent or guardian's military orders from the United States Armed Forces. Otherwise, leave this box blank. <input type="checkbox"/>				
4. Print the name of the high school from which you graduated. If you completed high school by passing the GED, HISET, TASC or the CHSPE, please write "GED," "HISET," "TASC," or "CHSPE." High School Name or GED/HISET/TASC/CHSPE				
5. Please print the city and state of the high school or if you completed high school by passing the GED/HISET/TASC/CHSPE, please enter the city and state of graduation or completion. City State				
6. Print the date you became a California resident, or if you applied through the CA Dream Act Application, print the date you started living in California (If you were born in CA, enter your Date of Birth) . Day Month Year				
7. Print the name of the college you are attending in the 2017-18 academic year. 2017-18 College of Attendance				
8. Print the name of the college you plan to attend in the 2018-19 academic year. 2018-19 College of Attendance				
Student Certification: I have read the information printed above. I certify that the information I listed above is true and correct to the best of my knowledge. I understand that it is illegal to report false or misleading information. I certify under penalty of perjury under the laws of the State of California, that the foregoing is true and correct.				
Signature				Date
G-6 (9/17)				Daytime Telephone Number





Transfer Entitlement (E2) ?



2017-18 CCC		2018-19 BDGI	
Fall	Spring	Fall	Spring
×	×	×	
×			×





Transfer Entitlement (E2) ?



2016-17		2017-18		2018-19	
Fall	Spring	Fall	Spring	Fall	Spring
UC	UC	CCC	CCC	CSU	CSU



2016-17		2017-18		2018-19	
Fall	Spring	Fall	Spring	Fall	Spring
UC	UC	CCC	CCC	UC	UC

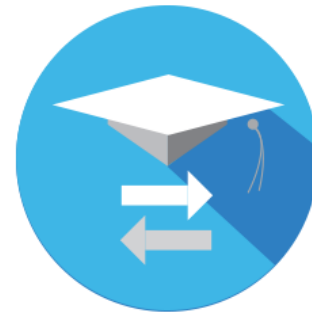




Transfer Entitlement (E2) ?



- Schools determination for student enrollment
 - New transfer
 - Continuing student
- Must transfer in that academic year following the enrollment at CC
- Summer terms
 - Early admits





AUDIT

Transfer Entitlement Verification



- Assembly Bill 840 requires institutions to verify E2 eligibility for selected students
 - 10% of E2 students are randomly flagged for verification
 - This flag can be viewed on the **Display Roster**
 - **E2 Verification Report** in WebGrants



AUDIT Transfer Entitlement Verification ?

New E2 not selected	New E2 selected	Renewal E2 not selected	Renewal E2 selected
CCC Transcripts	HS Transcripts/GD from CA HS	General CG Eligibility	HS Transcripts/GD from CA HS
BDGI Transcripts	CCC Transcripts		CA Resident at HS Grad or Resident @ 18
General CG Eligibility	BDGI Transcripts		General CG Eligibility
	CA Resident at HS Grad or Resident @ 18		
	General CG Eligibility		





Verification Documentation



- CCC Transcripts – prior year enrollment
- BDGI Transcripts – when began at BDGI
- Enrollment agreements
- HS transcripts
- Tax forms
- CA Drivers License or CA Identification Card
- Utility bills or mortgage payments





FAAB E2 Subcommittee

- Outreach
 - Trifold brochure for students (Coming Soon)
 - Mini guide for CCC staff (Coming Soon)
- Legislative/Procedural obstacles
 - Self certification (Transfer Entitlement Certification Form G-6)
 - March 2 deadline
 - Age requirement





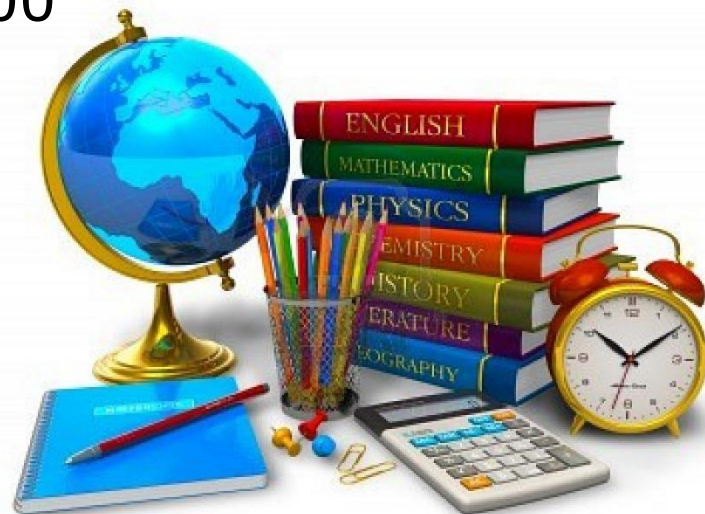
Competitive Cycle

Requirements

- All other students who do not meet Entitlement criteria
- AND**
- **MERIT:** GPA of a minimum 2.00

AWARDS:

- Cal Grant A and B
- FAFSA filers have priority
- 25,750 awards
 - 12,875 – March 2
 - 12,875 – September 2
- Scoring criteria used to rank and award students





Competitive Scoring Matrix

Intent is to offer awards to the neediest students

Issue:

- Socioeconomic category (80 pts) was not being scored
- Due to the skip logic in the FAFSA (SNAP, TANF, etc.)

Solution:

- 80 pts were reallocated to the other four 80-pt categories

Category	Points
Expected Family Contribution	250
Family Income & Household Size	250
Grade Point Average	100
Household Status	100
Education/Access Equalizer	100
Parent Education Level	100
Disadvantaged-/Socioeconomic Indicators	0
Family/Environmental Indicators	100





Competitive Recycle

- Recycle Awards
 - Awards for unpaid students are withdrawn
 - Offered to the next cohort of eligible students
 - Goal = Maximize utilization and increase paid rate
- Tips
 - Report payments timely in WebGrants
 - Customize your roster to identify unpaid students



Cal Grant A

- Minimum 3.0 HS GPA / 2.4 College GPA
- At least 2 academic years in program length leading to an Associate's or Bachelor's degree
- 2017-18 AY award amounts

CSU	UC	Independent*	For Profit^
\$ 5,742/yr	\$ 12,630/yr	\$ 9,084/yr	\$4,000/yr

* Private non-profit institutions and WASC accredited for-profit institutions

^ Non-WASC accredited for-profit institutions

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Cal Grant A - CCR

Community College Reserve:

- Income/Asset Ceilings are not considered
- Students will renew for two years
- Appeal for third year (**G-18**)



Cal Grant B

- Minimum 2.0 HS GPA / 2.4 College GPA
- At least 1 academic year in program length leading to an Associate's, Bachelor's or Certificate degree
- Award amounts
 - Base Access (1st year):
 - ✓ \$1,648 + Tax credit = \$1,672 (2017-18 AY)
 - Tuition and Fees:
 - ✓ Maximum Cal Grant A amount



Cal Grant B – Top 2 %

- Allows limited high school entitlement students to receive T/F in their 1st year
- Students are scored using a disadvantage scoring criteria
- Adjusted award amounts will reflect on the roster
- All other high school entitlement recipients will receive only the access portion



Cal Grant C



- No GPA requirement
- Competitive Awards
 - ❑ 7,761 annual awards
 - ❑ Applicants are scored using the Cal Grant C Supp
- Occupational or technical programs must be approved through Title IV
 - At least 4 months in program length



Cal Grant C


- Award amounts
 - ❑ Independent / Vocational schools
 - ✓ \$2,462 (tuition and fees)
 - ✓ \$547 (books and supplies)
 - ❑ Community Colleges
 - ✓ \$1,094 (books and supplies)
- 2018-19 Processing of Awards:
 - Removed edit for degree program
 - Processed students who listed schools that are Cal C eligible or at a CCC
 - Exploring option of removing the March 2 deadline



Cal Grant C Supplemental Form

1. Student deemed financially eligible
2. Student completes the C Supplement Form electronically at webgrants4students.org
3. The C Supp is processed:
 - Occupational goal
 - Educational plan
 - Work history
 - Education history
 - Unemployed for 6 months+

Cal Grant C Supplement Form
For 2018-19 Cal Grant C Awards



TO BE FILLED OUT BY STUDENT - Please print clearly using black or blue ink only.

☐ Check this box if you will not be enrolled in an eligible program this academic year, and complete #1-5 and #11.

Please provide your CSAC ID

1. Your name — last, first, middle initial, as it is listed on your Social Security card (if you have one) and FAFSA or CA Dream Act application:
Your Last Name Your First Name M.I.

2. Your date of birth: 3. Telephone number:
Month Day Year Area Code Phone Number

4. Your permanent mailing address:
Number and Street
City State Zip Code

5. Your e-mail address, if available:

6. SOC Code Number (see Page 2)
a. If SOC Code is not listed, enter "00-0000" above, and please write in the current occupational goal in which you will seek employment:
after completing your study program:

7. Educational Plans and School of Attendance
a. Occupational/Technical Program Length (total months) ☐ less than 4 months ☐ 4-24 months ☐ 25+ months
b. Name of school you will attend in Fall 2018

8. Work History: Fill in the bubble that lists the number of months that you have worked in a paid, unpaid or voluntary position in any field:
☐ 0-5 ☐ 6-10 ☐ 11-15 ☐ 16-20 ☐ 21-25 ☐ 26-30 ☐ 31-39 ☐ 40 or more


9. Educational History - Fill in the bubble that lists the total number of Occupational/Technical courses you have completed for academic credit. Include courses taken in high school, Regional Occupational Program (ROP), work experience, college courses and courses taken in the military.
☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 or more.

10. At the time you submitted your FAFSA or CA Dream Act application, were you continuously unemployed for 6 months or more? This information will be verified with the California Employment Development Department.
☐ Yes ☐ No

11. STUDENT CERTIFICATION: I have read the instructions and information accompanying this form. I understand that this Cal Grant C Supplement form is used to determine Cal Grant eligibility. The information I have completed is true to the best of my knowledge, and I understand that it is illegal to report false or misleading information. I understand that without a valid Social Security number or CA Dream Act ID number and signature, this form will not be considered.
I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Student Signature Date

Mail completed form to: California Student Aid Commission, Cal Grant C Supplement Section, P.O. Box 419028, Rancho Cordova, CA 95741-9028
OR by email to: Studentsupport@csac.ca.gov





Cal Grant C

- Priority for Occupations
 - Two of the following must be met:
 - High employer need or demand
 - High employment growth or industry cluster
 - High employment salary and wage projections
 - Economic security
 - Special consideration for long-term unemployed (6+ months)



California Aid Report

- Student official award notification
- Given in the initial academic year the Cal Grant is awarded
- Provided after:
 - High school entitlement: Student confirm the school of attendance
 - Transfer entitlement: Student submits the Transfer Entitlement Certification Form
 - Competitive: Awards are processed
 - Cal Grant C: Student is scored with responses from C Supplement



Which Cal Grant is the best?

- **All Cal Grants are beneficial!**
- Completing the FAFSA or the CADAA means the student has applied for **A, B** and **C**
- Most beneficial award given based on the student's need
- The financial aid application is a **one stop shop** for most financial aid, including federal, state and institutional aid





Cal Grant A vs Cal Grant B

- If a student is eligible for both CGA and CGB, Commission will award the grant type most beneficial for the school of attendance
- Students may only change their Cal Grant type prior to their first payment by completing the **G-10** form which requires a signature from a school financial aid advisor
- Once a payment is reported in that grant type, we cannot reverse grant types





Cal Grant B vs Cal Grant C

- Students in a certificate or associates degree program (including vocational programs) may be eligible for the Cal Grant B
- Students awarded Cal Grant C but are not in a vocational program and request to switch to a Cal Grant B may be ineligible due to which cycle the student was processed under





Fifth Year Benefits

- Schools submit request through the College Cost Estimate
- Student must be enrolled in an approved mandatory five-year undergraduate program
- Student must already be a Cal Grant recipient and must have financial need
- Must submit a request for *fifth year benefits form (G-42)*



Teaching Credential Program

- Student must be enrolled in a teaching credential program and paid as a Cal Grant recipient
- Student must have completed all requirements for a BA/BS
- Student must be enrolled in a CA Commission on Teacher Credentialing approved institution and an eligible Cal Grant institution
- Submit *Teaching Credential Program Benefits (G-44) Form*



Renewal Students

- Have at least 10% remaining eligibility
- Have all terms satisfied with a payment transaction
- Have a current FAFSA/CADAA on file
 - Filed before year-end reconciliation
- Meet financial requirements

Renewal students are not held to the March 2 and September 2 deadline

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Renewal B to A Switch

- Students who are eligible for both Cal Grant A and Cal Grant B in the initial awarding year, but failed to meet the lower income/asset ceiling of the Cal Grant B in renewal, who still qualify under the higher income/asset ceilings of the Cal Grant A program will auto switch.
- This is the only allowable instance in law for switching between grants *after* the student has already received award payments.





Renewal Exception

- Any recipient who was ineligible for a renewal award during the prior year:
 - exceeded the income or asset ceilings
 - did not demonstrate financial need
- Will be eligible to receive a renewal award* if:
 - all eligibility requirements for renewal are met
 - has remaining program award eligibility

**The program eligibility will be reduced by one full-time equivalent academic year.*



Renewal Exception Example

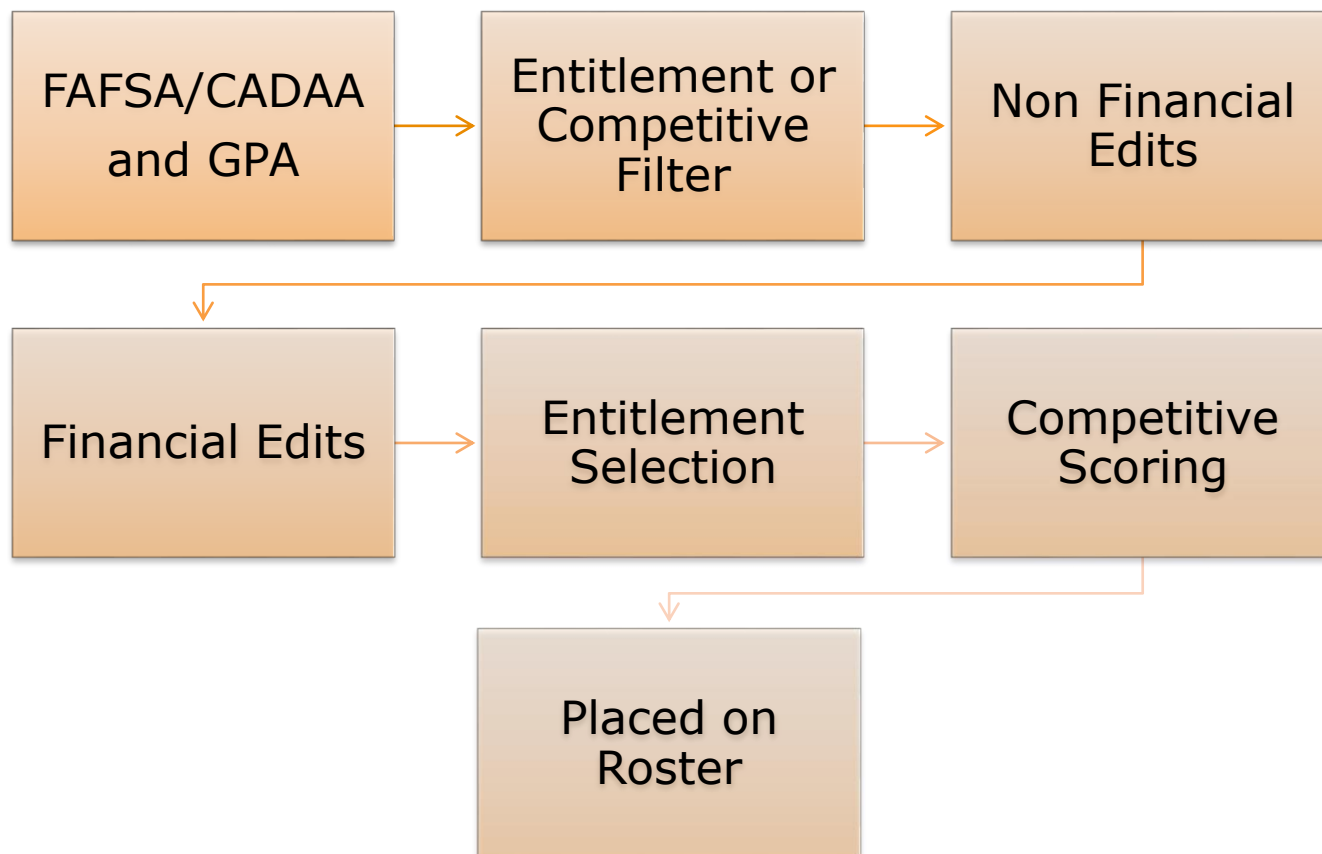
- Year 1
 - E1 awarded Cal Grant A (400% lifetime eligibility)
 - Student paid full time for all terms
- Year 2
 - E1 Ineligible Renewal
 - Income over ceiling for Cal Grant A
 - 100% eligibility used
- Year 3
 - E1 Eligible Renewal
 - Meet financial requirements for Cal Grant A
 - Renewed with reduced lifetime eligibility (Now 200%)

Award Sequence

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Awarding Process





Step 1: Entitlement or Competitive Filter

- Is it a High School Entitlement Application?
 - HS GPA
 - Based on High School Grad Date taken from the GPA Verification
- Is it a Transfer Entitlement?
 - High School Grad Date, if known
 - Age Proxy
 - Baccalaureate Degree Granting Institution
 - CCC Enrollment file
 - CCC GPA





Step 2: Validation

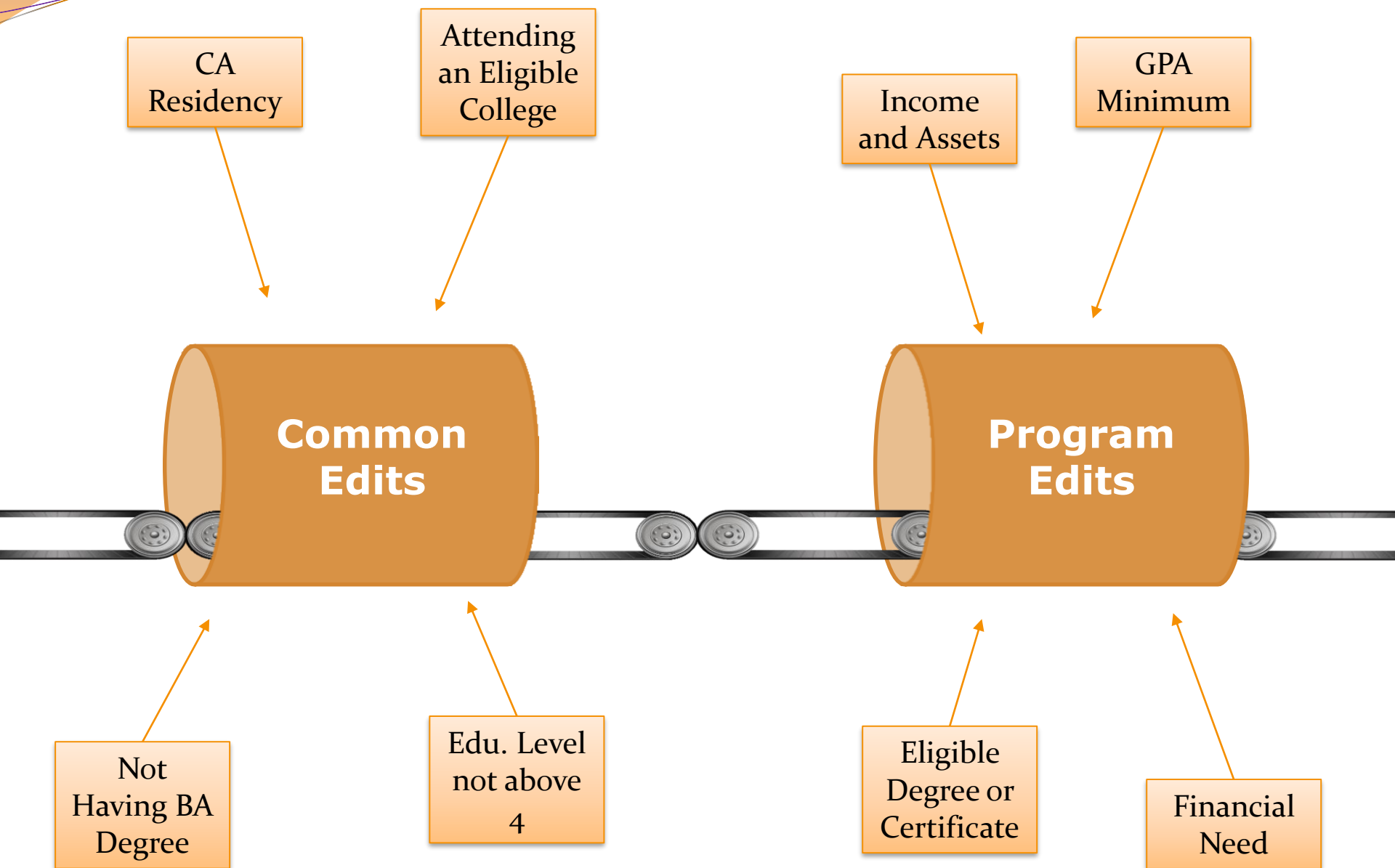
- Records are checked to see if they match any that are already on the system
- ISIR records that cannot be matched to a GPA are set aside
 - No Cal Grant A or B consideration
 - Possible Cal Grant C
- If no GPA, system will check for a test score



Step 3: Non-Financial Edits

- Common Edits (for all applicants)
 - California residency
 - California residency at time of HS graduation (Entitlement applicants only)
 - Eligible California School listed
 - No bachelor's degree received
 - Education level < 5
 - Remaining Cal Grant eligibility
- Program Edits
 - Eligible school (for specific program)
 - GPA
 - Remaining eligibility by program

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Step 4: Financial Edits

- Income Ceilings
- Asset Ceilings
- Financial Need
- Minimum Need not Met

If the applicant qualifies for "Automatic Zero EFC" or "Simplified Needs", the Commission does not consider assets.



Let's Think!

1. Family of five, AGI of \$59,000, and minor student's parent had \$20,000 per year in non-taxable disability income. Assuming all other eligibility, does this student qualify for a Cal Grant?

Cal Grant A Eligible

2017-18 CAL GRANT PROGRAM INCOME CEILINGS		
	Cal Grant A and C	Cal Grant B
Dependent students and		
Independent students with dependents other than a spouse		
<u>Family size:</u>		
Six or more	\$110,300	\$60,600
Five	\$102,200	\$56,100
Four	\$95,400	\$50,100
Three	\$87,800	\$45,100
Two	\$85,700	\$40,000
Independent students		
Single, no dependents	\$35,000	\$35,000
Married, no other dependents	\$40,000	\$40,000

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Let's Think!

1. Dependent student with a family of 4 owns a business worth \$110,000. What is their adjusted net worth? Assuming all other eligibility, does this student qualify for a Cal Grant?

\$44,000; Yes



**Table A4: Business/Farm Net Worth Adjustment
for EFC Formula A Worksheet (parents only)**

If the net worth of a business or farm is—	Then the adjusted net worth is
Less than \$1	—\$0
\$1 to \$130,000	40% of net worth of business/farm
\$130,001 to \$385,000	\$52,000 + 50% of net worth over \$130,000
\$385,001 to \$640,000	\$179,500 + 60% of net worth over \$385,000
\$640,001 or more	\$332,500 + 100% of net worth over \$640,000

2017-18 CAL GRANT PROGRAM INCOME CEILINGS

	Cal Grant A and C	Cal Grant B
Dependent students and Independent students with dependents other than a spouse		
<u>Family size:</u>		
Six or more	\$110,300	\$60,600
Five	\$102,200	\$56,100
Four	\$95,400	\$50,100
Three	\$87,800	\$45,100
Two	\$85,700	\$40,000
Independent students		
Single, no dependents	\$35,000	\$35,000
Married, no other dependents	\$40,000	\$40,000

After Passing All Edits

E1 & E2 Students are placed on Hold until they complete the necessary certification form (G6 or G8)

C1 & C2 students are thrown into a pool of other students, which will wait to be scored in our awarding competition



**E1 & E2
Holding
Tank**

**C1 & C2
Competitive
Pool**



Step 5: Entitlement Selection

- Applicants meeting the Entitlement selection criteria can be offered an award.
- Awards for Cal Grant A or B based on their GPA, income and college.
- Eligible for both?
 - Awarded program most beneficial at listed school
 - Prior to payment during first year, students may switch with consent from their school FAO. *(must provide in writing via G-21)*

**E1 & E2
Holding
Tank**

Once Holds Are Released





Step 6: Competitive Scoring and Selection

- Competitive applicants are scored based on disadvantaged indicators.
- Only those scoring highest receive an award.
- Awards for Cal Grant A or B based on their GPA, income and college.
- Eligible for both?
 - Awarded program most beneficial at listed school
 - Prior to payment during first year, students may switch with consent from their school FAO. *(must provide in writing via **G-21**)*

**C1 & C2
Competitive
Pool**

Once Competitive Pool is Scored





Processing ISIRs

- ISIRs are received if:
 - California is listed as the state of residence or
 - There is at least one California school listed
- Award Consideration
 - Entitlement: draw down and evaluate weekly
 - Competitive: the most recent transaction on or before the application deadline
- Once a student is awarded, subsequent ISIRs are not reviewed for award consideration

Only ISIRs with an EFC will be processed





Corrections to Award or Withdraw Students

- Corrections to a student's award may be submitted via a Grant Record Change (**G-21**)
- When submitting financial changes which result in making a student ineligible, reverse payments prior to submitting the G-21
- Entitlement applicants
 - Receive through June 30 of the award year
 - Perform financial corrections for ineligible students on ISIR, CSAC will reprocess student with the new transaction
- Competitive applicants
 - Perform corrections on student's ISIR prior to the processing of awards including financial changes and education level
 - No corrections after award selection - period!





Corrections to Award or Withdraw Students

- Submit Grant Record Change Form (**G-21**):
 - Income and asset verification
 - Financial need changes
 - Expected Family Contribution
 - High school graduation date not in Entitlement range
 - Housing status
 - Education level for initial award year
 - California residency
 - Application “on hold”

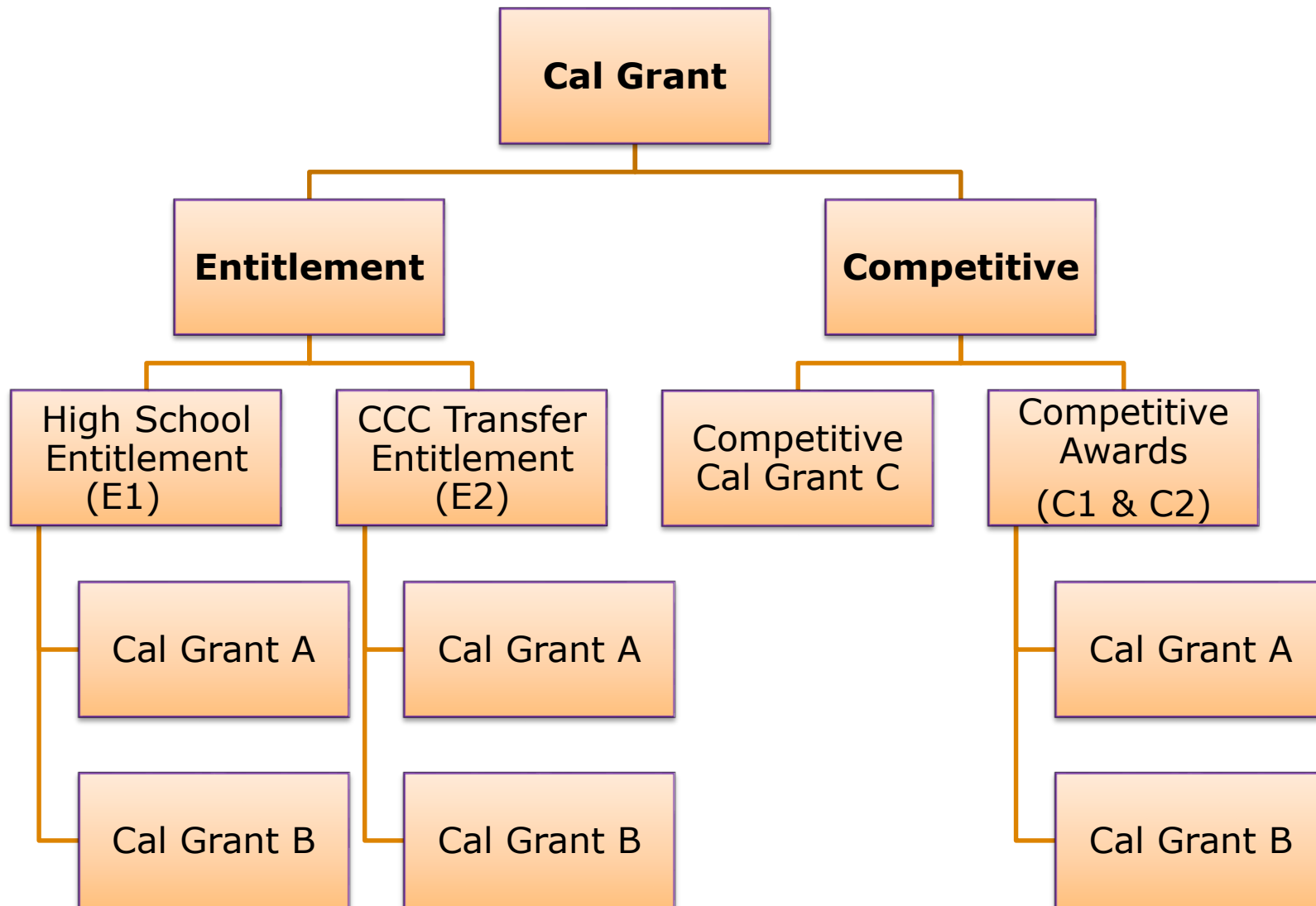


Let's Review

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Cal Grant Programs





Awarding Cycle Timeline

October
2018

- October 1: 2019-20 AY application period opens

November

- First E1 award cycle is run & processed weekly thereafter

March
2019

- March 2 deadline
- E2 award cycle is run
- G-6 forms sent to potentially eligible students

April

- C1 award cycle is run
- Cal Grant C cycle runs
- Cal C supplements sent to potentially eligible students

May

- Top 2%

June/ July

- Renewal cycle is run & will continue weekly

September

- September 2 deadline
- C2 award cycle is run

Questions?

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CA Dream Act

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Assembly Bill (AB) 540

- Allows certain students to pay in-state tuition at all public institutions of higher education
- AB 540 verification is required prior to disbursement of Cal Grant funds
- Determination for AB 540 eligibility is a campus responsibility





AB 540 Requirements

Meet all requirements:

1. Time and Coursework

- ☐ Attendance for 3+ years (or the equivalent) at any of the following schools in CA

OR

- ☐ 3+ years of HS credits **and** 3+ years of total attendance at any of the following schools in CA

- 
- ☐ High School
 - ☐ Adult School
 - ☐ Community College
 - **Max. 2 years can be used towards 3 year requirement**

- ☐ Elementary School
- ☐ Middle School
- ☐ High School





AB 540 Requirements

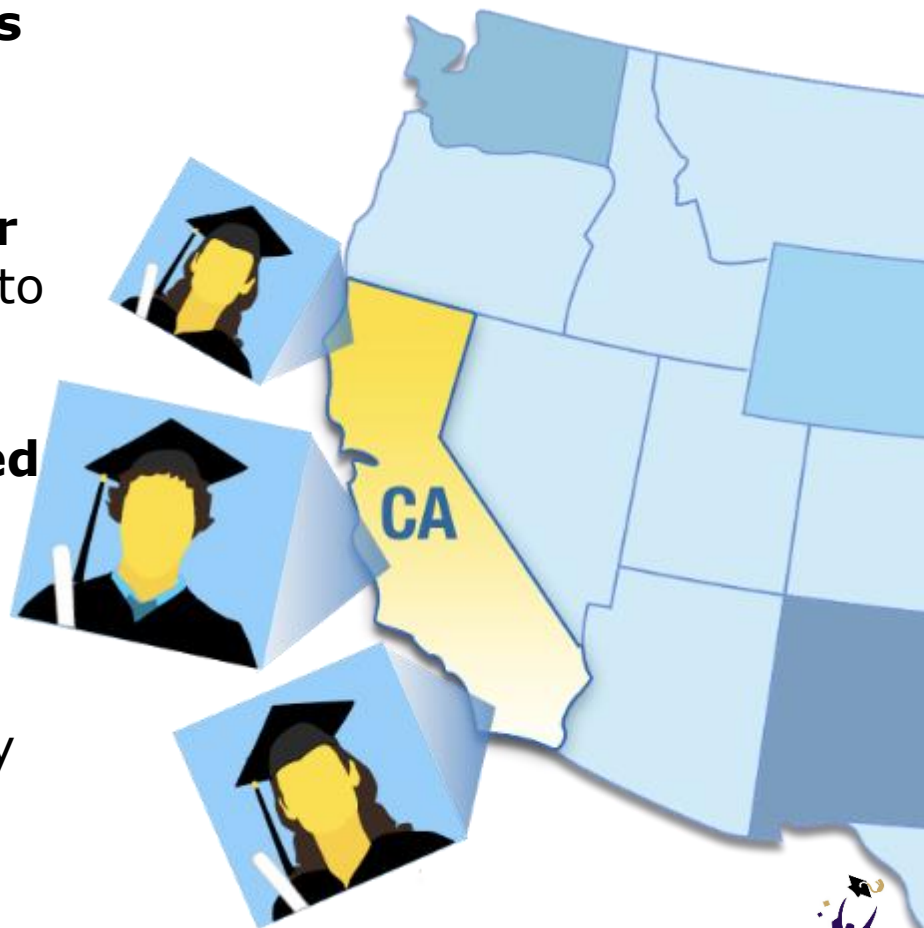
2. Degree or Transfer Requirements

- ☐ Graduation from a CA HS **or**
- ☐ Earned an associate's degree from a CA Community College **or**
- ☐ Met the minimum requirements to transfer to a CSU or UC

3. Register or enroll at an accredited institution in CA

4. Non-resident Tuition Exemption Form

- ☐ File with the college or university (AB 540 affidavit)



Non-Immigrant Visas and TPS

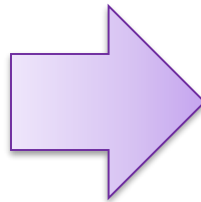
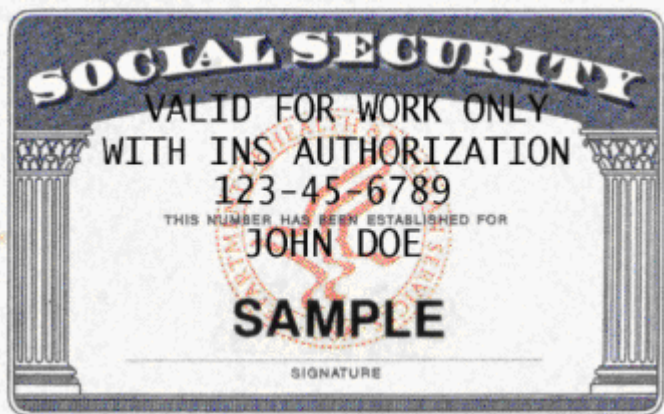
Students, other than **TPS** holders or **U Visa** holders, wouldn't be eligible for AB 540.

- TPS or U Visa holders should file the CADA
- T Visa holders should file the FAFSA



Deferred Action for Childhood Arrivals (DACA)

- DACA is a federal program
- Valid for 2 years, subject to renewal
- Protects individuals who came to the U.S when they were children from deportation
- DACA issues SSN cards valid for work only



- ✓ Submit GPAs using **Non-SSN** method, not with DACA SSN
- ✓ DACA students should file CADAA, not FAFSA



California Non-Resident Tuition Exemption

- “AB 540 Affidavit,” serves two purposes:
 - Provides for the exemption of nonresident tuition
 - Certification that students are eligible to apply for Cal Grant under the CADAA
- Selection Options:

1.) Check one box only:

☐ I have a current nonimmigrant visa (not including a T and U visa) as defined by federal law.

Nonimmigrants have been admitted to the U.S. on a temporary visa and include, but are not limited to, foreign students (holding F visas) and exchange visitors (holding J visas).

☐ I have a current nonimmigrant visa and have been granted T or U visa status as defined by federal law.

☐ I do NOT have a current, nonimmigrant visa as defined by federal law.

This includes, among others, U.S. citizens, permanent residents, DACA recipients, and individuals without current or valid immigration status.





Best Practices

- Ensure collection and distribution of AB 540 affidavit between FAO and A&R
- Ensure all staff in various departments are properly trained on AB 540 eligibility
 - Ensure that AB 540 affidavits are completed correctly
- Ensure all FAMS are coding AB 540 students appropriately
- Update AB 540 verification policies and procedures as needed when state and federal regulations change





Selective Service

- Males between ages 18-25 must register for Selective Service
- Do **not** need an SSN to register
- Mail paper registration form
- Selective Service Registration Card arrives by mail
- Processing time is 2-3 months
- Reminder emails sent: **Nov 2017, Dec 2017, April 2018** (male CADAA applicants 17-25 yrs. old)

Registering for Selective Service is a *requirement* to receive financial aid.



CADAA Verification

- 20% of CADAA applicants
- Federal V1- Standard Verification Group
 - Refer to FSA Handbook/Verification Guide
- Complete verification prior to disbursing funds





Application Correction

My student completed the FAFSA instead of the California Dream Act Application, **what do I do?**

Complete
the Dream
Act
application



Submit
Application
Conversion
Form
(G-55)



CSAC will
process the
conversion
and
notify the
school





2019-20 Application Changes

Common questions with errors

- Clarifying Help and Hints Text Boxes

Last Name

Your last name should match the name listed on a valid form of identification (i.e. Driver License, State Issued ID, Birth Certificate). If you have two last names, **include a space between the two names**. If your last name is longer than 16 characters, your name will be automatically shortened. If you include a suffix, like Jr. or III include a space between your last name and the suffix. Please ensure that your name on your school records also matches your name on this application. **If the name on your school records is different, please contact the Admissions and Records office at your school to correct your name.**

Parents' Number in College in 2018-2019 (Exclude Parents)

Enter the number of people in your parents' household who will attend college between July 1, 2018 and June 30, 2019.

DO NOT INCLUDE your parent as a college student in this count.

INCLUDE yourself, even if you will attend college less than half-time in 2018-19.

INCLUDE other people in your parents' household that are **enrolled at least half-time** in a program that leads to a certificate or college degree.

Help and Hints

Working on Master's or Doctorate in 2018-19?

Select No, if you have not earned a Bachelor's Degree.

Select No, if you are a community college student attending a California community college or transferring to a 4-year college/university.

Select Yes, if you have earned your Bachelor's Degree and are applying for financial aid as a graduate or professional student (MBA, etc.).





2019-20 Application Changes

Expanding the AB 540 pre-filters to include SB 68 language:

- Count years spent at a CA Community College or Adult School
- Completion of an Associate's Degree
- Satisfaction of requirements to transfer to UC or CSU





2019-20 Application Changes

Reduce duplicate applications

- Clarifying language for new users and returning users



NEW to the CA Dream Act?

- Start a NEW application
- Starting multiple applications will cause a delay

Get Started!



Start



Returning User to CA Dream Act?

- Renew your application
- Submit a saved application
- Make a correction or add a school to your application

Forgot User ID or Reset Password



Login



Submit Parent Signature

- Request a Parent PIN
- Forgot your Parent PIN?
- Sign the Student Application



**Parent
Signature**





2019-20 Application Changes

Confirmation Page displays “Next Steps”

- Clarifying Parent Signature Requirement

Almost There! You are missing your parent signature. Have your parent click on the green parent signature button above to submit or visit caldreamact.org.

Use your CA Dream Act ID to communicate with your school and CSAC, and to renew your application next year!

Always keep your email up-to-date.

- Reminder of requirement to register for selective service
- Refers students to Admissions & Records office to inquire on AB 540 determination





2019-20 Application Changes

Citizenship Status Question

- Removing “Yes” and “No” from answers

CURRENT VIEW

16) * Your Citizenship Status

--- SELECT ---

— SELECT —

Yes, I am a U.S. citizen (or U.S. national)

No, but I am an eligible noncitizen

No, I am not a citizen or an eligible noncitizen





2019-20 Application Changes

Citizenship Status Question

- Removing “Yes” and “No” from answers

16) *Your Citizenship Status

I am a U.S. Citizen (or U.S. National)

I am an eligible noncitizen

I am not a U.S. Citizen or an eligible noncitizen





2019-20 Application Changes

Reducing Name and Date of Birth errors

- Pop-up message will appear

ALERT

Errors in this information will delay or prevent your college/university from processing your financial aid application. Make all corrections before continuing.

Double check your information before selecting “OK” at the bottom of the screen





Dependency Override

- Functionality is made available to only **System Administrators** at each campus

Dependency Override

Professional Judgement

* Date the application was initially received
Enter the month, day, and year (MM/DD/YYYY)

03/01/2018

Verification Required

☐ This student's application has been selected for verification. Check this checkbox after verifying student's application information.

Exit

Simulate

Submit

- If DO submitted in error, contact CSAC





Professional Judgement

- Schools can select PJ directly on the CADAA

Dependency Override	<input type="checkbox"/>
Professional Judgement	<input type="checkbox"/>
* Date the application was initially received Enter the month, day, and year (MM/DD/YYYY)	
03/01/2018	
Verification Required	<input type="checkbox"/>
This student's application has been selected for verification. Check this checkbox after verifying student's application information.	
<div>Exit Simulate Submit</div>	



Questions?

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Disbursement of Funds

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Term Advance

- Sent to institutions at the start of each term
- Based on a percentage of previous year's reconciled term amount
- Currently, term advances are set at 95%
- Not all schools are eligible to receive advance
 - ❑ New to Cal Grant program
 - ❑ Previously ineligible in prior year
 - ❑ At-risk schools



Example: Term Advance

Term Advance Rate: 95%

- Spring 2017, City College reconciled \$150,000
 - $\$150,000 \times .95 = \$142,500$
- Spring 2018, the Commission sends a Term Advance of \$142,500



Supplemental Payments

Weekly process:

School's account is reconciled with the accepted payment transactions

Result:

If reconciled payments **exceed** the advance amount, supplemental payments are initiated

Example:

- City College Spring 2018 advance \$142,500
- City College posted payments total \$150,000
- Supplemental funds of \$7,500 will be sent



Reporting Payments

1. Directly on the Display Roster

- ✓ Convenient
- ✓ Real-time. No waiting!
- ✓ Commonly used by smaller schools

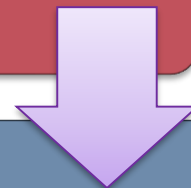
2. Upload Grant Roster Data File

- ✓ Upload large number of students at once
- ✓ Import/export data using Financial Aid Management Systems (FAMS)
- ✓ File specifications in WebGrants under “Help”



Weekly Process

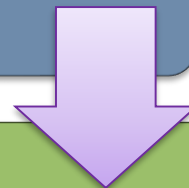
All accepted payments and adjustments are processed



Payment status code changed to:

AP = accepted payment

AA = accepted adjustment



AP and AA codes processed over weekend:

AP to **RP** = reconciled payment

AA to **RA** = reconciled adjustment



Payment/ Adjustment Codes

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Payment Codes

Code	Description	Resulting Action	Satisfy Renewal
PD	Reporting a full time payment for an eligible student	Eligibility used	Y
SC	Reporting a School Change	Student will be added to your school's roster	N
NA	Reporting students that are NOT in attendance at your school	Student will be moved to the "Not in Attendance" section;	N
YA	Reporting students that are in attendance at your school, reverses the NA	Moving a student from the "Not in Attendance" section to the "Eligible" section of the roster	N
IT	Reporting transfer entitlement ineligibility; Only visible for BDGI schools	Award is withdrawn immediately;	N



Not in Attendance



- Student is not in attendance at your school
- Moves the student to the 'Not in Attendance' section of your roster
- Used as an annual level code rather than a term level
- To bring the student back to your roster, utilize 'YA' code and must wait for the weekend to process to allow for request of payment



Adjustment Reason Codes

Code	Description	Resulting Action	Satisfy Renewal
FT	Reporting a Full-time payment	Eligibility used	Y
TT	Reporting a Three-Quarter time payment	Eligibility used	Y
HT	Reporting a Half-time payment	Eligibility used	Y
LH	Reporting a Less than Half-time status, ineligible for payment this term	Uses leave eligibility; max 100% lifetime	Y
LA	Reporting a Leave of Absence, student may return	Uses leave eligibility; max 200% lifetime	Y



Leave of Absence

- Student is on an approved leave from school
- When new student starts attending for subsequent terms and has no transaction for Fall
- Student does not want to receive payment
- Schools are not eligible to report for newly awarded competitive students



Adjustment Reason Codes

Code	Description	Resulting Action	Satisfy Renewal
OF	Recipient is receiving Outside Funding (Full-time)	If amount = \$0, no eligibility used.	Y
OH	Recipient is receiving Outside Funding (Half-time)	If amount = \$0, no eligibility used.	Y
OT	Recipient is receiving Outside Funding (Three-Quarter time)	If amount = \$0, no eligibility used.	Y
FI	Unable to report payment due to incomplete financial aid file	Award is withdrawn following year end reconciliation	N
IG	Ineligible for grant due to invalid program length or program type	Award is withdrawn immediately	N



File Incomplete



- Used when a student is in attendance at your school but missing documentations per payment
- Used as an annual level code
- When reporting FI, cannot change to a pay code only adjustment code
- Students with FI will be withdrawn at the end of year



Ineligible for Grant

- Used when a student is in an ineligible program length or program type for the Cal Grant type
 - Ex of Program Type: A Cal Grant C recipient who is not enrolled in an occupational or technical program but instead in general education
 - Ex of Program Length: A Cal Grant A recipient who is enrolled in a certificate program of 1 academic year instead of an Associate's or Bachelor's program that is a minimum of 2 academic years
- Usage of code will withdraw a students award



Adjustment Reason Codes

Code	Description	Resulting Action	Satisfy Renewal
LD	Ineligible for award due to loan default/grant overpayment	Award is withdrawn immediately	N
TV	Ineligible for 5 th year or teacher credential program benefits	Award is withdrawn immediately	N
NP	Not maintaining Satisfactory Academic Progress	Award withdrawn after 3 consecutive terms	Y
NS	Used to reverse a reported payment	No eligibility used	N
SR	Reporting last payment for a graduating senior	After payment posts, award is withdrawn immediately	N



Graduating Senior

- Used for the last payment for a student in a Bachelor's program
- Allows the student to be paid their full tuition charges up to the term maximum if attending less than half-time and still have remaining eligibility
- Access is prorated as usual based on the enrollment status

Payment Policy

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Payment and Adjustment Policies

- General Rules:
 - Student enrollment status is locked in at census for payment
 - Payments should be disbursed based on:
 - Enrollment status at census date or its equivalent



Payment Timeframes



Initial Payment Made...	Payment Based On...
Before Census	Current Enrollment Status*
At Census	Enrollment Status at Census
After Census	Enrollment Status at Census
After Census**	Enrollment Status at Time of Disbursement
After Completed Term	Enrollment Status at Time of Completed Term

*Adjustment may be needed at census if student enrollment status changed

**Situation occurs due to extenuating circumstance (late add to roster, recycled competitive award, file incomplete)



Repeat Courses

- Student may receive payment for any repetition of a course as long as it has never been passed
- Once a course is passed, the student may receive payment for only one retaking of that course

<https://www2.ed.gov/policy/highered/reg/hearulemaking/2009/course.html>



Refund Policy



- The institution is required to:
 - Establish and maintain a written refund policy that includes the Cal Grant Program.
 - Specify how the to calculate the refund and how to determine the portion to be returned to the Commission on behalf of the State.





Adjusting Refunds Example

- If you determine a student is eligible to keep funds:
 - Adjust the enrollment status that charges the least amount of eligibility (Half-time or Three Quarter time)
 - The dollar amount cannot exceed the tuition charge or exceed the adjustment for enrollment
- Example: After CSU calculates R2T4
 - Tuition and Fees charged to the student: \$1,500
 - Report an adjustment of \$1,500 using **TT** adjustment code because this amount exceeds the **HT** adjustment code



Summer Enrollment Options

- Mandatory (year round schools):
 - Requires the summer term attendance
 - Reported through the College Cost Estimate
 - Roster automatically programmed to accept payments reported
- Discretionary (traditional schools):
 - Attendance is not required
 - Term can be added on the display roster to request payments





Summer Enrollment



- Summer term is a trailer for the academic year for the Commission
- New Cal Grant awardees are eligible for a summer payment in the first year
- Summer payments will reduce remaining Cal Grant lifetime eligibility



Mandatory Summer Enrollment

- Cal Grant B Tuition and Fees
 - For terms that begin July 1 or later, a sophomore student may receive a summer tuition and fee payment
 - Manual payment processed after Access is reported
 - Schools must provide manual payment process claim form
- Cal Grant C Books and Supplies
 - Students may receive a summer payment preceding their first year as a Cal Grant awardee
 - Eligibility adjustments are reflected in WebGrants
 - Schools must provide manual payment process claim form





Over-Awards

- Cal Grant recipients can not be over-awarded
- The total of the Cal Grant award and all other types of estimated financial assistance may not exceed the student's Cost of Attendance
- Schools are responsible for ensuring that Cal Grant recipients are not over-awarded

Refer to the federal handbook for more information





Over-Awards

Example:

Cost of Attendance		\$25,400
Less EFC		<u><5,445></u>
Unmet Need		\$19,955
Less EFA:		
Institution Grant	6,000	
Scholarship	2,000	
Subsidized Loan	<u>2,625</u>	
Total EFA		<u><10,625></u>
Cal Grant Unmet Need		\$9,330
Less Actual Cal Grant Award		<u><9,708></u>
Cal Grant Over-award		\$378



Reporting Payment

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Reporting Payments

- Only report payment once for a student per term unless there needs to be an adjustment
- Schools that upload payment files should remove students that already have a payment reported in previous files
- Review the Accept/Reject report weekly





Reporting Payments



- Clearing flags prior to reporting Spring term payments:
 - Education level verification
 - AB 840 verification
- Payments will be rejected but flags will process
- Must wait until after weekend processing to report payment





Award to Not Exceed T/F

- Cal Grant awards should not exceed the amount of tuition and fees that is being assessed to the student
- Example:
 - T/F assessed to the student for a term = \$2,500
 - Cal Grant term award amount = \$2,871
 - Ineligible amount = \$371
 - (\$2,871 - \$2,500)

Payment adjustment codes on the roster should reflect the enrollment status of the student





Payment Errors: Reject Reasons

- Reject Reason 6657: Cannot do retroactive change, use MOSP screen
 - School A paid FL term
 - School B paid SP term
 - School A needs to make adjustment
 - A manual payment needs to be reported by CSAC
 - Institution to email adjustment reason and payment amount





Payment Errors: Reject Reasons?

- Reject Reason 6615: SP code invalid for SCH on acad term table
 - The student is listed on two different roster for spring term
 - A manual payment needs to be reported by CSAC
 - Institution to email adjustment reason and payment amount





Payment Errors: Reject Reasons?

- Reject Reason 6748: The FL term is currently in a CC Reserve Status
 - The student is listed on a CCC's roster for FL
 - A manual payment needs to be reported by CSAC
 - Institution to email adjustment reason and payment amount





Payment Errors: Reject Reasons?

- Reject Reason 6703: School of attendance could not be found
 - Student is listed on another school's roster and has a payment code reported for the term.
 - School A – LH for fall term
 - School B – requesting to make SC and payment for fall term
 - Next steps for school B?





Education Level

- Determines a student's number of years in the Cal Grant program
- Maximum Cal Grant eligibility = 400% (4 years)
- Additional eligibility is provided for:
 - Teaching Credential Programs
 - Mandatory 5 Year Programs





Education Level Criteria

EL level is based on the number of units completed at time of first Cal Grant payment.

For Example:

Education Level	Semester Units	Quarter Units	Cal Grant Eligibility
1	0 – 29	0 – 44	4 years
2	30 – 59	45 - 89	3 years
3	60 – 89	90 - 134	2 years
4	90+	135+	1 year

Note: Transfer units are counted in EL determination

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Education Level Verification

- Institutions will verify EL at the time of student's first Cal Grant payment
- EL should be verified for all new recipients prior to making first Cal Grant payment, except for:
 - First time, never attended college
 - Cal Grant C participants
- Each institution implements their own policy
 - Completed units
 - Transfer units





Eligibility Limits

Program Type

Cal Grant A	Cal Grant B	Cal Grant C
400% *	400% *	200%

Education Level

EL 1	EL 2	EL 3	EL 4
400%	300%	200%	100%

**may be extended to 500% for mandatory 5 year or teacher credential programs*





Education Level Verification

- Two methods of identifying students:
 - EL Verification Report
 - Customize Roster
- Two methods of verifying:
 - Manually on the online roster
 - File upload



Education Level Verification

- For example:
 - Student is a new competitive awardee who attends CCC in Fall
 - Student transfers to another campus in Spring
 - Education level is determined by the initial institution for which payment was received (the CCC) and will determine the Cal Grant lifetime eligibility.





Education Level Verification

- For Example:
 - Student is a Competitive Cal Grant B who self certifies as an EL 2
 - School reported fall payment (T/F and Access) prior to verifying EL
 - WebGrants requires EL verification before a spring payment is reported
 - Student's EL is determined to be a 1, therefore any T/F requested for the fall term must be returned as the student is ineligible to receive the funds





Institution Verification

Verification for IRS Tax Filers

- Applicant can obtain an IRS transcript (Form 4506-T)
- Applicant can provide a signed paper copy of the IRS Tax return

**Institutions have the flexibility to choose which documents to accept as part of the verification process.*

Verification of Non-filing

- Applicant to provide signed statement certifying the individual has not filed a tax return and is not required to while listing all income earned; and
- A copy of IRS Form W-2, or an equivalent, for each source of income received

**Institutions are no longer required to collect IRS documents to verify the non-filing status.*





Competitive Recycle



- Awards are recycled if:
 - no applicable transaction for any terms
- Awards are not recycled if:
 - the following codes are reported:
FI, NP, OH, OF, OT, FT, TT, HT, LH, LA



Questions?

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Items to Bring for Day 2

- Bring laptop
- WebGrants
 - Ensure browser compatibility
 - Ensure your access is active
 - CADAA applicant that is awarded Cal Grant
 - 2017-18 Renewal Cal Grant
 - 2017-18 New Competitive Cal Grant
 - 2017-18 MCS Paid Student (if applicable)
 - 2018-19 New High School Entitlement